

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 5101

TITLE: ENGINEER IV

GRADE: S-31

DEFINITION:

Under general supervision, plans, coordinates and supervises an operating branch consisting of a group of engineers and related sub-professional and/or clerical positions or performs diverse technical and managerial work as an Assistant Division Director; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

Work at this level is predominately managerial and administrative, but requires extensive professional engineering knowledge and skills to manage and oversee complex engineering work.

ILLUSTRATIVE DUTIES:

As a Branch Chief

Plans, directs and supervises the work of a group of engineers in the design or construction of streets, culverts, drainage systems, sewers and related structures;
Supervises the review and processing of subdivision plots;
Reviews all subdivision plot revisions concerning access, street location, site distance and traffic safety;
Performs the more difficult or highly technical design or review of site or subdivision plans;
Coordinates County facility design work with various architects, engineers and other consultants;
Supervises work performed under contract and maintains professional control of projects to completion;
Attends project and administrative meetings and conferences, and makes recommendations concerning budget issues.

As an Assistant Division Director

Serves as Acting Director in the absence of the Division Director on technical and administrative matters;
Assists in the establishment of policies, procedures and priorities for the operating programs of the division;
Represents the Division Director at meetings with County staff, contractors and citizen groups.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of the theory and practice of civil engineering;
Knowledge of the principles and practices of urban planning;
Knowledge of the principles and practices of engineering design;
Ability to plan and coordinate the work of professional and sub-professional engineering staff;
Ability to write reports, engineering specifications, and contract documents.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to:

Graduation from an accredited four-year college or university with a major course work in the appropriate engineering field; PLUS

Four years of progressively responsible professional experience in the appropriate engineering field.

CERTIFICATES AND LICENSES REQUIRED:

None.

NECESSARY SPECIAL REQUIREMENTS:

Possession of a valid Virginia Professional Engineer license or the ability to obtain same within six months of appointment may be required for certain positions as identified to the Office of Personnel.

REGRADED:

July 8, 2006

REVISED:

January 17, 1992